

STATE OF TEXAS §  
COUNTY OF CALHOUN §  
CITY OF PORT LAVACA §

On this the 16<sup>th</sup> day of September, 2020, due to the COVID-19 concerns and in accordance with the Governor's Orders and recommendations, the Recreation and Parks Board of the City of Port Lavaca, Texas, convened in regular session at 12:00 p.m. by utilizing "Zoom Meeting and Facebook Live Transmission" on the City of Port Lavaca's Facebook page beginning at 12:00 p.m. Central Time on Wednesday, September 16<sup>th</sup>, 2020.

#### JOIN ZOOM MEETING

<https://us02web.zoom.us/j/82523744666?pwd=N3pwSWlnelRtVXo3N280SVFENmk2dz09>

Meeting ID: 825 2374 4666

Passcode: 479331

#### ONE TAP MOBILE

+13462487799,,216383497#,,#316572# US (Houston)

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The following members participated by Zoom and were in attendance:

Mac Sistrunk	Chairman
Olga Szela	Board Member
Chris Scroggs	Board Member
Melinda Cain	Bord Member

And with the following absent:

Patty Weaver	Vice Chairwoman
Michael Tien	Board Member
Debbie Hamilton	Board Member

Constituting a quorum for the transaction of business, at which time the following business was transacted:

#### **CALL TO ORDER**

Chair Member Mac Sistrunk called the meeting to order at 12:13 p.m. and presided.

## **GENERAL DISCUSSION AND HEAR STATEMENTS FROM CITIZENS**

Chairman Mac Sistrunk advised the next meeting will be Wednesday, October 21, 2020 at 12:00 p.m.

## **APPROVE MINUTES FROM THE REGULAR MEETING HELD AUGUST 19, 2020**

Board Member Olga Szela made a motion to pass the following:

THAT, the Recreation and Parks Board hereby approve the minutes of the regular meeting held on August 19, 2020 with the two spelling corrections stated.

Board Member Melinda Cain seconded said motion.

Motion passed by the following vote:

AYES: Sistrunk, Szela, Scroggs, and Cain

NAYS: None

## **RECEIVE UPDATE ON PARK ASSIGNMENTS FROM BOARD MEMBERS**

Board Member Olga Szela's park assignment is City Park and she stated everything looks good. She did mention she has seen an individual laying around the pavilion area early in the morning. She was concern with whether he stays there overnight. Chairman Sistrunk explained that all city parks close at eleven o'clock. Economic Developer/ City Engineer Jody Weaver she would address this concern with the Police Department.

Board Member Chris Scrogg's park assignment is Butterfly Park, she stated everything looks good. She mentioned it had not been mowed but did not look bad. She stated that she has not seen much action on the park shades, fence or exercise equipment.

Board Member Melinda Cain's park assignment is George Adams Park, she stated everything looks good and he is happy with the current park conditions.

Chairman Mac Sistrunk's park assignment is Bayfront Park, that the park overall is in good shape. Sistrunk stated that the movie night and the concert series at the Bayfront have had a very good turnout. Board member Szela mentioned she noticed that several lights were at the Bayfront park are not working.

## **RECEIVE STATUS REPORT ON BAYFRONT PARK IMPROVEMENT PROJECT**

Interim City Manager Jody Weaver stated she talked to Urban Engineers and they are working

on the preliminary layout for Phase 1 of the Bayfront Improvement project. Weaver explained that she would meet with the following week to review plans and hopefully award plans at the November City Council Meeting.

Furthermore, board member Szela mentioned that the fishing pier get used a lot by the community. Weaver asked board member Szela to e-mail the public works department with her concern on the lightning so that they can go out and check it out.

### **RECEIVE STATUS REPORT ON LIGHTHOUSE BEACH PARK IMPROVEMENT PROJECT**

Jody Weaver stated that the bids for the boat ramp came in and that they were within budget. The boat ramp is currently closed. They are currently constructing new bulk head and once that is finalized they will be putting in a new sidewalk.

Additionally, Weaver told the board that the bids for the Courtesy Dock at the Lighthouse beach for the handrails and the electrical pedestals were out for bids again. Hoping for this project to be awarded at the October city council meeting.

Furthermore, Weaver mentioned that as discussed during the budget process, she reached out to Kraftsman to get pricing for a shade structure to be placed over the splash pad at Light House Beach. Weaver presented a proposal of approximate cost for the structure in the amount of thirty-nine thousand twenty-four dollars and eighty-one cents (39,024.81). The board discussed the proposal and really liked the idea. Weaver also told them that if later they decided they wanted to add additional shading structures similar to the one being considered they could.

Board Member Olga Szela made a motion to pass the following:

THAT, the Recreation and Parks Board hereby approve recommendation to City Council to pursue purchase of a shade structure (canopy) over the splash pad at the Lighthouse Beach.

Board Member Melinda Cain seconded said motion.

Motion passed by the following vote:

AYES: Sistrunk, Szela, Scroggs, and Cain

NAYS: None

### **RECEIVE STATUS REPORT ON WILSON PARK IMPROVEMENT PROJECT**

Jody Weaver stated the parking lot project, and everything associated with the concessions stand is complete. In an effort to move forward with the projects at Wilson Park, Weaver explained that she has been in contact with a Design Build Company out of Austin, Texas that specializes

in skate parks. Weaver explained that based on the information she has sent the company and based on their experience, the company is suggesting that the construction of a concrete skate park that would satisfy the community would cost no less than three hundred thousand dollars (\$300,000). She asked the board if they are willing to invest that amount of money in a skate park or if this is something they want to put off as a later project. She also noted that ideally if the board wants to proceed with the park that the construction would not begin until next year approximately around August. The board discussed the proposal and agreed to give this item further consideration and bring it back for further discussion at the next Parks Board meeting.

### **RECEIVE UPDATE ON CITY PARKS FROM DIRECTOR OF PUBLIC WORKS**

Public Works Director Wayne Shaffer was absent so no comments on this agenda item were made.

### **REVIEW CURRENT BUDGETS FOR ALL CITY PARKS**

Jody Weaver presented the current park budget to the board. The board reviewed the reports and there were no further comments.

### **ADJOURN**

Board Member Melinda Cain made a motion to adjourn the meeting


Board Member Olga Szela seconded said motion.

Motion passed by the following vote:

AYES: Sistrunk, Szela, Scroggs, and Cain

NAYS: None

Meeting adjourned at 1:07 P.M.



Mac Sistrunk, Chairman

ATTEST:



Lorena Perez-Diaz, Assistant City Secretary

PUBLIC NOTICE IS HEREBY GIVEN THAT DUE TO COVID-19 CONCERNS AND IN ACCORDANCE WITH THE GOVERNOR'S ORDERS AND RECOMMENDATIONS, THE CITY OF PORT LAVACA, TEXAS, RECREATION AND PARKS BOARD MEETING **IS CLOSED TO THE PUBLIC.**

INSTEAD, THE RECREATION AND PARKS BOARD WILL BE UTILIZING **ZOOM MEETING AND FACEBOOK LIVE TRANSMISSION** ON THE **CITY OF PORT LAVACA'S FACEBOOK PAGE** BEGINNING AT **12:00 P.M. CENTRAL TIME ON WEDNESDAY, SEPTEMBER 16, 2020.**

YOU MAY MAKE PUBLIC COMMENTS AS YOU WOULD AT A MEETING ON ZOOM BY LOGGING ON WITH YOUR COMPUTER AND/OR SMART PHONE AS DESCRIBED IN THE ZOOM INVITATION BELOW OR ON FACEBOOK LIVE THROUGH THE COMMENT SECTION, WHICH WILL BE MONITORED AND ANSWERED. AS APPROPRIATE.

BELOW IS THE INFORMATION TO LOG ONTO THE ZOOM MEETING:

TOPIC: CITY OF PORT LAVACA REGULAR RECREATION AND PARKS BOARD MEETING

DATE/TIME: WEDNESDAY, SEPTEMBER 16, 2020 AT 12:00 P.M. CENTRAL TIME (US AND CANADA)

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/82523744666?pwd=N3pwSWlnelRtVXo3N280SVFENmk2dz09>

Meeting ID: 825 2374 4666

Passcode: 479331

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+13462487799,,83109194053#,,1#,703959# US (Houston)

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**CALL TO ORDER**

**AGENDA: (THE RECREATION AND PARKS BOARD WILL CONSIDER/DISCUSS THE FOLLOWING ITEMS AND TAKE ANY ACTION DEEMED NECESSARY)**

1. GENERAL DISCUSSION AND HEAR STATEMENTS FROM CITIZENS
2. APPROVE MINUTES FROM THE REGULAR MEETING HELD AUGUST 19, 2020
3. RECEIVE UPDATE ON PARK ASSIGNMENT FROM PARK BOARD MEMBERS
4. RECEIVE STATUS REPORT ON BAYFRONT PARK IMPROVEMENT PROJECT
5. RECEIVE STATUS REPORT ON LIGHTHOUSE BEACH PARK IMPROVEMENT PROJECTS
6. RECEIVE STATUS REPORT ON WILSON PARK IMPROVEMENT PROJECTS
7. RECEIVE UPDATE ON CITY PARKS FROM DIRECTOR OF PUBLIC WORKS
8. REVIEW CURRENT BUDGETS FOR ALL CITY PARKS

ADJOURN

MAC SISTRUNK, CHAIRMAN

## CERTIFICATION OF POSTING NOTICE

THIS IS TO CERTIFY THAT THE ABOVE NOTICE OF A MEETING OF THE RECREATION AND PARKS BOARD OF THE CITY OF PORT LAVACA TO BE HELD WEDNESDAY, SEPTEMBER 16, 2020, BEGINNING AT 12:00 P.M., WAS POSTED AT CITY HALL, EASILY ACCESSIBLE TO THE PUBLIC AS OF 4:00 P.M., FRIDAY, SEPTEMBER 11, 2020.

LORENA PEREZ-DIAZ,  
ASSISTANT CITY SECRETARY



*The Port Lavaca City Hall and Council Chambers are wheelchair accessible. Access to the building is available at the primary north entrance facing Mahan Street. Special parking spaces are located in the Mahan Street parking area. In compliance with the Americans with Disabilities Act, the City of Port Lavaca will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact City Secretary Mandy Grant at (361) 552-9793 Ext. 230 for assistance.*